



## Recreation Supervisor II

### Characteristics of Work

This is supervisory work involved in planning, organizing and directing a recreation and entertainment program at a hospital, state training school, or penal institution. Incumbents direct and participate in recreational activities for clients of an institution; instruct in fundamentals and rules of competitive sports; demonstrate by example techniques of activity; and plan programs for the rehabilitation or restoration of the mentally and physically ill. The work also includes rendering first aid to injured persons, such as giving artificial respiration, cleaning and bandaging wounds, and applying heat and cold to promote healing. The work allows for a wide latitude of individual initiative and program planning. However, it must be coordinated with other programs and services. Supervision is exercised over helpers, attendants and volunteer workers.

### Examples of Work

**Examples of work performed in this classification include, but are not limited to, the following:**

Plans and directs a program of recreational activities for patients and clients.

Plans and directs the activities of patients or clients in a special phase of recreational or group activity.

Secures or directs selection of leisure equipment.

Selects necessary material, equipment, scenery and/or costumes for entertainment programs.

Makes careful observation of patients and their reactions while participating in recreational activities.

Supervises volunteer workers, attendants or helpers.

Instructs and supervises games and athletic events; organizes and supervises indoor games, dances, and parties.

Requisitions and supervises maintenance and care of recreational equipment.

Assists in analyzing current programs and makes decisions relative to future programs.

Supervises recreational building activities.

Performs related or similar duties as required or assigned.

### Essential Functions

**These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring agency.**

1. Plans, conducts, and documents recreational activities within the unit schedule.
2. Performs duties of Case Manager, which includes participating on treatment teams, assessing client needs, and writing client programs.

3. Ensures transportation of clients to activities off campus.
4. Supervises and trains lower-level staff.

### **Minimum Qualifications**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

**Moderate Work:** May frequently exert force equivalent to lifting up to approximately 25 pounds and/or occasionally exert force equivalent to lifting up to approximately 50 pounds.

**Vision:** Requires the ability to perceive the nature of objects by the eye.

**Near Acuity:** Clarity of vision at 20 inches or less.

**Midrange:** Clarity of vision at distances of more than 20 inches and less than 20 feet.

**Far Acuity:** Clarity of vision at 20 feet or more.

**Field of Vision:** Ability to observe an area up or down, left or right while eyes are fixed on a given point.

**Depth Perception:** Three-dimensional vision. Ability to judge distance and space relationships so as to see objects where and as they actually are.

**Accommodation:** Ability to adjust focus.

**Motor Coordination:** While performing the duties of this job, the incumbent is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is occasionally required to sit; climb or balance; and stoop; kneel, crouch or bend.

**Speaking/Hearing:** Ability to give and receive information through speaking and listening skills.

### **Experience/Educational Requirements:**

#### **Education:**

A Bachelor's Degree from an accredited four-year college or university in recreation, physical education or a directly related field.

OR

**Education:**

Graduation from a standard four-year high school or equivalent (GED).

**AND**

**Experience:**

Four (4) years of experience directly related to the above described duties.

**Substitution Statement:**

Directly related education and directly related experience may be substituted on an equal basis.

**Note:** No substitution of experience for education below a Bachelor's Degree for the Department of Youth Services, mandated by court order.

**Interview Requirements**

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.